

**THE WOODLANDS TOWNSHIP  
BOARD OF DIRECTORS  
REGULAR BOARD MEETING  
SEPTEMBER 21, 2011  
MINUTES**

**THE STATE OF TEXAS   §  
COUNTIES OF HARRIS & MONTGOMERY   §**

The Board of Directors of The Woodlands Township met in regular session, open to the public, on September 21, 2011, posted to begin at 6:00 p.m. The meeting was held in a meeting room at the office of The Woodlands Township, Service Center, 2201 Lake Woodlands Drive, The Woodlands, Texas, within the boundaries of The Woodlands Township.

**DIRECTORS PRESENT:** Chairman Bruce Tough, Vice Chairman Lloyd Matthews, Secretary Claude Hunter, Treasurer Ed Robb, Director Nelda Blair, Director Tom Campbell and Director Peggy Hausman

**DIRECTORS ABSENT:** None

**STAFF/ADVISORS:** Don Norrell, President/General Manager, Monique Sharp, Assistant General Manager of Finance & Administration, Fire Chief Alan Benson, Susan Welbes, Director of Human Resources, Miles McKinney, Legislative Affairs & Transportation Manager, Karen Dempsey, Management Analyst, Mary Connell, Community Relations Manager, Mike Page and Bret Strong, Legal Counsel

**PLEDGE OF ALLEGIANCE:**

Director Campbell led the Pledge of Allegiance to the United States flag and Texas State flag.

**CALL TO ORDER:**

Chairman Tough called the meeting to order at 6:00 p.m. and declared that notice of this meeting was posted 72 hours in advance at the Courthouses of Montgomery and Harris Counties and inside the boundaries of The Woodlands Township at the office building located at 2201 Lake Woodlands Drive, The Woodlands, Texas. As there was a quorum of members present, the Board proceeded to conduct business regarding the following matters.

**CONSIDER AND ACT UPON ADOPTION OF MEETING AGENDA:**

Chairman Tough informed the Board of the following adjustments to the agenda:

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- Remove Consent Agenda Item "h" regarding a contract for Construction Manager at Risk for Central Fire Station and place it at the beginning of the Regular Agenda;
- Item #22 regarding approval of the conceptual design of Central Fire Station to follow the above item; and
- Items 12 and 13 related to the Bonds to follow Item #22

The Chair then called for a motion and second to adopt the agenda as presented with the above adjustments.

**MOTION:** Motion to adopt the agenda as stated above by Secretary Hunter; second by Director Campbell. Board discussion followed.

**VOTE:**       **Ayes:** Chairman Tough  
                             Vice Chairman Matthews  
                             Secretary Hunter  
                             Treasurer Robb  
                             Director Blair  
                             Director Campbell  
                             Director Hausman

**Nays:** None

**Abstentions:** None

**Absent:** None

**ACTION:** Motion passed unanimously (7-0).

#### **RECOGNIZE PUBLIC OFFICIALS:**

Chairman Tough recognized the following individuals:

- Steve Leakey-President, Alden Bridge Village Association
- George Van Horn-Grogan's Mill Village Association Vice-President of Government Relations
- Anthony Fasone-Former TWA Director

**The Public Official's Sign-In Sheet is attached hereto as Exhibit "A".**

#### **PUBLIC COMMENT:**

- Lt. Dan Norris-campaigning as a candidate for Precinct 3 Constable's race

**The Public Comment Roster is attached hereto as Exhibit "B".**

#### **RECEIVE AND CONSIDER THE LAW ENFORCEMENT REPORT:**

Marian Leck presented the following law enforcement report:

- **Montgomery County Sheriff's Office Staffing (MCSO):**  
All positions have been filled; effective October 1, 2011 one additional deputy will be assigned to The Woodlands Township;
- **Harris County Constable's Office-Precinct 4:**  
No major incidents to report.
- **Crime Status and Trends:**  
Burglary of habitation, motor vehicles and criminal mischief are all down; Deputy Uber and K-9 Bowie had 10 deployments: 2 patrol related and 8 narcotics related; assisted in the arrest of 3 misdemeanors; large number of District 6 deputies have completed DNA evidence collection training; Sheriff's department reports that a sexual assault suspect arrested in Galveston, TX who

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drove an ice cream truck in The Woodlands is still in custody and no incidents involving this suspect have been reported in Montgomery County;

- **Police-Community Partnership:**  
Back to school traffic control went well; year to date over 9,000 building checks and 1,200 vacation watches;
- **Other:**  
Public Safety Awards Ceremony-very much appreciated by all the recipients; thank you to everyone for their support and special thanks to Chairman Tough for serving as the Master of Ceremony; presented a viewing of a new Public Safety video that can also be viewed online on the Township's website

#### **RECEIVE AND CONSIDER REPORTS FROM VILLAGE ASSOCIATION (VA) REPRESENTATIVES:**

Reports were provided by the following Village Association (VA) representatives:

**Alden Bridge VA**-Steve Leakey reported that Sgt. Paul Cassidy gave a law enforcement report; guest speaker was Chris Nunes, Director of Parks & Recreation for The Woodlands Township; October's guest speaker will be CISD Superintendent, Don Stockton; Matt Bartholomew resigned as Treasurer and Melody Bush is the new Treasurer for the Association; Directors Campbell and Hunter attended meeting

**Grogan's Mill VA**-George Van Horn reported that the fall Farmers' Market will start October 1, 2011 from 8:00 a.m.-12 p.m.; vendors at the Farmers' Market would like the market to be open year round; elected 3 new Directors to fill vacant positions

**Sterling Ridge VA**-Anthony Fasone reported that the Barbeque and Kids' Festival was a successful event; Pit Master helped with the barbeque; thanked sponsors, Board members and volunteers for all their help; Haunting at May Valley will be held on October 29, 2011

**Indian Springs VA**-Lloyd Matthews reported that "Taste of the Village" will be held on October 22, 2011 from 12-4 p.m.

**Cochran's Crossing VA**-No report

**College Park VA**-No report

**Panther Creek VA**-No report

**Creekside Park VA**-No report

**The Village Association Representatives' Sign-In Sheet is attached hereto as Exhibit "C".**

**Note:** At this time, Chairman Tough called on two individuals who had signed-in late for Public Comment:

- **James Noack**-campaigning as a candidate for Montgomery County Commissioner, Precinct 3
- **Galen Evans**-comments regarding wooden stop sign posts on cul-de-sacs

#### **READING OF PROCLAMATIONS:**

Chairman Tough called on Vice Chairman Matthews to read the National Night Out Proclamation and Secretary Hunter to read the International Walk to School Proclamation.

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## **CONSENT AGENDA:**

(This agenda consists of non-controversial or "housekeeping" items required by law that will be placed on the Consent Agenda at the next Board Meeting and may be voted on with one motion. Items may be moved from the Consent Agenda to the Regular Agenda by any Board Member making such request.)

## **RECEIVE, CONSIDER AND ACT UPON THE CONSENT AGENDA:**

- (a) Approve minutes of the August 11, 2011 Budget Public Hearing, August 11, 2011 Tax Increase Public Hearing, August 16, 2011 Budget Public Hearing, August 16, 2011 Tax Increase Public Hearing, August 18, 2011 Board Workshop, August 24, 2011 Special Board Budget Workshop, and August 24, 2011 Regular Board Meeting of the Board of Directors of The Woodlands Township;
- (b) Adopt National Night Out in The Woodlands Township Proclamation;
- (c) Adopt International Walk to School Month Proclamation;
- (d) Approve conveyance of Restricted Open Space Reserves (ROSRs) in the Village of Creekside Park: Section 1 ROSR E; Section 3 ROSRs A, B, C, & D; Section 4 ROSRs E, H, I, & K; Section 5 ROSR D; Section 6 ROSRs A, B, E, F, G, H, & I; Section 7 ROSRs A, B, C, D, E, & G; and Section 8 ROSRs A, C, E, F, & G from The Woodlands Land Development Company, L.P. upon the removal of construction debris and dead trees identified by the Township Parks and Recreation Department;
- (e) Approve the addition to the Park and Pathway Maintenance Agreement with BIO Landscape for pathways in the Village of Creekside Park for \$148 per year;
- (f) Accept the bid from Ramm Construction for the clearing and paving portion of the project in the amount of \$43,769.20 and authorize the President/General Manager to approve the purchase order; approve an additional \$5,000 budget amendment from the Parks and Recreation 2011 operating budget to the Parks and Recreation 2011 capital budget, to be matched with an equal amount by Interfaith of The Woodlands for construction of a parking lot at Falconwing Park and authorize the President/General Manager to execute a Joint Use Access Agreement;
- (g) Approve amendments to the contract with ICTX-Wavemedia, Inc. pertaining to a) the relocation/colocation of dark fiber and Internet circuits and b) changing the entity name on the contract from The Woodlands Community Service Corporation to The Woodlands Township, and authorize the President/General Manager of The Woodlands Township to execute the agreements in connection therewith;
- (h) Award contract to Durotech for Construction Manager at Risk for Central Fire Station- **Place on Regular Agenda;**
- (i) Approve the amendment of The Woodlands Township Pay Structure as presented and authorize staff to proceed with recruitment of the Facility Maintenance Engineer and the Town Center Facilities and Operations Superintendent in 2011

Chairman Tough then called for a motion and second to approve the Consent Agenda, with the exception of item "h". Board discussion followed.

**MOTION:** Motion by Secretary Hunter to approve the Consent Agenda, with the exception of item "h"; second by Director Campbell

**VOTE:**       **Ayes:** Chairman Tough  
                      Vice Chairman Matthews  
                      Secretary Hunter  
                      Treasurer Robb  
                      Director Blair  
                      Director Campbell  
                      Director Hausman

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**Nays:** None  
**Abstentions:** None  
**Absent:** None

**ACTION:** Motion passed unanimously (7-0).

Minutes, Proclamations, and Executive Summaries for Consent Agenda items are attached hereto collectively as Exhibit "C".

## **BRIEFINGS:**

### **RECEIVE AND CONSIDER A PRESENTATION REGARDING THE PATHWAY STOP SIGN PROGRAM:**

John Powers provided a summary of this item as outlined in an Executive Summary. Mr. Powers noted that the Pathway Improvement Program has been in place since 1996, including placing stop signs at cul-de-sac locations. In June 2011, the Board awarded several project bids, including trip hazard removal, cautionary and crosswalk stencils, ramp replacement, bridge replacement, and stop signs for a total combined award of bids of \$164,898.20. The current project calls for 199 stop signs to be installed throughout the community. Board discussion followed Mr. Powers' presentation. This item was for information only.

The Executive Summary for this item is attached hereto as Exhibit "D".

## **REGULAR AGENDA:**

**Note:** The next four agenda items: Consent Agenda Item #8(h), Regular Agenda Items #22, #12, and #13 were taken out of order.

### **RECEIVE, CONSIDER AND ACT UPON AWARD OF CONTRACT FOR CONSTRUCTION MANAGER AT RISK FOR CENTRAL FIRE STATION:**

Don Norrell provided a summary of this item and informed the Board that the reason for pulling this item from the Consent Agenda was due to the need for specific action on the award of a contract and specific authorization for the President/General Manager to sign the contract. Board discussion followed.

**MOTION:** Motion by Vice Chairman Matthews to authorize an agreement with Durotech General Contractors, Inc. for Construction Management at Risk services for Central Fire Station for a fee of 1.25% of construction services and authorize the President/General Manager to execute the agreement subject to final legal review; second by Director Blair

**VOTE:**      **Ayes:** Chairman Tough  
                 Vice Chairman Matthews  
                 Secretary Hunter  
                 Treasurer Robb  
                 Director Blair  
                 Director Campbell  
                 Director Hausman

**Nays:** None  
**Abstentions:** None  
**Absent:** None

**ACTION:** Motion passed unanimously (7-0).

The Executive Summary for this item is attached hereto as Exhibit "E".

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**RECEIVE, CONSIDER AND ACT UPON APPROVAL OF THE CONCEPTUAL DESIGN OF CENTRAL FIRE STATION;**

Fire Chief Alan Benson introduced Carl Joiner and Ricardo Martinez, architects for the Central Fire Station project. Mr. Joiner provided a review of several schematic designs for Central Fire Station along with cost estimates. Following Mr. Joiner's presentation, the Chair called for a motion and second on this item. Board discussion followed.

Chairman Tough asked Don Norrell and Mike Page to provide clarification on the Bond authorization. Mr. Norrell explained that \$7.635 million borrowing capacity is available for the Fire Department and that the cost estimate for Central Fire Station is \$7.3 million which fits within the capacity. Mr. Page added that the Bond authorization went to the voters for a lump sum amount for a series of fire stations, improvements and equipment and was not limited on a project by project basis. Mr. Joiner pointed out that Durotech will do a detailed cost estimate of the project and will let the Board know if the budgeted amount for the project is right. If it is not, then this item will come back to the Board next month.

**MOTION:** Motion by Vice Chairman Matthews to select Scheme #2 as the design for Central Fire Station; second by Treasurer Robb. Secretary Hunter offered a friendly amendment to use red brick as shown in Scheme #2(a). The friendly amendment was not accepted.

**VOTE:**       **Ayes:** Chairman Tough  
                    Vice Chairman Matthews  
                    Secretary Hunter  
                    Treasurer Robb  
                    Director Blair  
                    Director Campbell  
                    Director Hausman

**Nays:** None

**Abstentions:** None

**Absent:** None

**ACTION:** Motion passed unanimously (7-0).

**RECEIVE, CONSIDER AND ACT UPON AUTHORIZING THE ENGAGEMENT OF DISCLOSURE COUNSEL IN CONNECTION WITH THE ISSUANCE, SALE, AND DELIVERY OF UNLIMITED TAX BONDS, SERIES 2011, TO BE SOLD BY THE WOODLANDS TOWNSHIP;**

Monique Sharp provided a summary of this item as outlined in an Executive Summary. Ms. Sharp commented that the Township has had a long standing relationship with Fulbright & Jaworski and that due to their familiarity with the Township, they have reduced their service fee. Following Ms. Sharp's presentation, a motion and second was made on this item. Board discussion followed.

**MOTION:** Motion by Secretary Hunter to authorize the engagement of Fulbright & Jaworski as disclosure counsel in connection with the issuance, sale, and delivery of Unlimited Tax Bonds, Series 2011; second by Vice Chairman Matthews

**VOTE:**       **Ayes:** Chairman Tough  
                    Vice Chairman Matthews  
                    Secretary Hunter  
                    Treasurer Robb  
                    Director Blair  
                    Director Campbell  
                    Director Hausman

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**Nays:** None  
**Abstentions:** None  
**Absent:** None

**ACTION:** Motion passed unanimously (7-0).

The Executive Summary for this item is attached hereto as Exhibit "F".

**RECEIVE, CONSIDER AND ACT UPON APPROVAL OF A PRELIMINARY OFFICIAL STATEMENT RELATING TO THE ISSUANCE, SALE, AND DELIVERY OF THE WOODLANDS TOWNSHIP'S UNLIMITED TAX BONDS, SERIES 2011, IN AN AMOUNT NOT TO EXCEED \$14,105,000;**

Monique Sharp provided opening remarks and then introduced Drew Masterson, Financial Advisor for The Woodlands Township. Mr. Masterson provided background information on the Bond Issuance and then made a recommendation that the Bonds be sold in two pieces with under \$10 million to be sold now and a smaller issuance to be sold in January 2012. Mr. Masterson explained that issuers of \$10 million or less in a calendar year qualify for an additional tax break if the Bonds are purchased by banks. This type of Bond is referred to as a Bank Qualified Bond. Mr. Masterson then provided justification for the recommendation by providing the potential savings in interest that could occur if the Bond issuance is sold in two pieces. In addition, Mr. Masterson commented on the transaction cost for handling the Bond issuance in this manner and what happens if interest rates go up in January 2012. Following Mr. Masterson's presentation, a motion and second was made on this item. Board discussion followed.

**MOTION:** Motion by Treasurer Robb to approve a Preliminary Official Statement relating to the issuance, sale, and delivery of The Woodlands Township's Unlimited Tax Bonds, Series 2011, in an amount not to exceed \$14,105,000; second by Secretary Hunter

**VOTE:**       **Ayes:** Chairman Tough  
                    Vice Chairman Matthews  
                    Secretary Hunter  
                    Treasurer Robb  
                    Director Blair  
                    Director Campbell  
                    Director Hausman

**Nays:** None  
**Abstentions:** None  
**Absent:** None

**ACTION:** Motion passed unanimously (7-0).

The Preliminary Official Statement and associated handout material are attached collectively as Exhibit "G".

**RECEIVE, CONSIDER AND ACT UPON THE FINANCIAL REPORT;**

Monique Sharp presented the Financial Report and referred the Board to handout material containing the preliminary General Purpose Statements as of and for the eight months ended August 31, 2011. After a review of the combined Financial Statements and Monthly Investment Report, a report on the General Fund Budget vs. Actual was presented. Ms. Sharp then reported on sales tax collections, hotel occupancy tax collections, and property tax collections. Board discussion followed. Chairman Tough then called for a motion and second to approve the Financial Report.

**MOTION:** Motion by Vice Chairman Matthews to approve the Financial Report as presented; second by Treasurer Robb

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**VOTE:**           **Ayes:** Chairman Tough  
                          Vice Chairman Matthews  
                          Secretary Hunter  
                          Treasurer Robb  
                          Director Blair  
                          Director Campbell  
                          Director Hausman  
**Nays:** None  
**Abstentions:** None  
**Absent:** None

**ACTION:** Motion passed unanimously (7-0).

**The Financial Report is attached hereto as Exhibit "H".**

**RECEIVE, CONSIDER AND ACT UPON APPROVAL OF PROPERTY AND LIABILITY INSURANCE FROM OCTOBER 1, 2011 TO SEPTEMBER 30, 2012;**

Monique Sharp provided a summary of this item as outlined in an Executive Summary. Ms. Sharp commented that a summary of quotes on each type of insurance category was obtained from multiple carriers. The renewals were based on the lowest quote received. Following Ms. Sharp's presentation, the Chair called for a motion and second on this item. Board discussion followed.

**MOTION:** Motion by Director Campbell to approve the bids for property and liability insurance premiums from October 1, 2011 to September 30, 2012 as presented; second by Director Blair

**VOTE:**           **Ayes:** Chairman Tough  
                          Vice Chairman Matthews  
                          Secretary Hunter  
                          Treasurer Robb  
                          Director Blair  
                          Director Campbell  
                          Director Hausman  
**Nays:** None  
**Abstentions:** None  
**Absent:** None

**ACTION:** Motion passed unanimously (7-0).

**The Executive Summary for this item is attached hereto as Exhibit "I".**

**RECEIVE, CONSIDER AND ACT UPON A RECOMMENDATION FROM THE AUDIT COMMITTEE REGARDING APPROVAL OF THE 2010 COMPREHENSIVE ANNUAL FINANCIAL REPORT;**

Monique Sharp provided background information on this item and then Chairman Tough called on Director Campbell, Chair of the Audit Committee, to make additional comments. Mr. Campbell remarked that a very comprehensive audit was conducted and that two potential vulnerabilities were found. Immediate action was then taken to correct these deficiencies. Board discussion followed the motion and second.

**MOTION:** Motion by Director Campbell to approve the 2010 Comprehensive Annual Financial Report; second by Vice Chairman Matthews

**VOTE:**           **Ayes:** Chairman Tough  
                          Vice Chairman Matthews  
                          Secretary Hunter

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Treasurer Robb  
Director Blair  
Director Campbell  
Director Hausman

**Nays:** None

**Abstentions:** None

**Absent:** None

**ACTION:** Motion passed unanimously (7-0).

**A Report to Management and 2010 Audit Report are attached hereto respectively as Exhibit "J".**

**RECESS THE REGULAR MEETING OF THE BOARD OF DIRECTORS AT 7:42 P.M.:**

**CONVENE AND CONDUCT A PUBLIC HEARING AT 7:43 P.M. REGARDING THE AMENDMENT OF ORDER NO. 019-09 REGARDING THE AUTHORITY OF THE PRESIDENT TO IMPLEMENT EMERGENCY PROCEDURES:**

John Powers provided a summary of this item as outlined in an Executive Summary. Mr. Powers noted that due to the extreme drought conditions and high fire dangers, the Board of Directors had requested that the use of barbeque grills be banned in The Woodlands' parks. Mr. Powers recommended that the Board amend Order No. 019-09 by adding a new paragraph in Section 2 regarding Emergency Conditions which would give the President/General Manager the authority to implement emergency procedures on a temporary basis. Board discussion followed.

Chairman Tough then opened the floor to Public Comment. The following individuals provided Public Comment:

- **Anthony Fasone**-recognized for voluntarily implementing a ban on outdoor grilling during the Village of Sterling Ridge's barbeque event
- **Randy Scott**-wanted to know if the emergency act covers smoking in the parks (this is covered under the Existing Order No. 019-09)
- **Tracy Morris**-wanted to know what happens to violators (violators can be referred to the County Attorney's office)

As there were no additional Public Comments, Chairman Tough reconvened to the regular meeting of the Board of Directors.

**RECONVENE THE REGULAR MEETING OF THE BOARD OF DIRECTORS 7:53 P.M.:**

**RECEIVE, CONSIDER AND ACT UPON AMENDING ORDER NO. 019-09 REGARDING AUTHORIZATION OF THE PRESIDENT TO IMPLEMENT EMERGENCY PROCEDURES AS NECESSARY:**

At this time, the Chair called for a motion and second on the above item. Board discussion followed.

**MOTION:** Motion by Secretary Hunter to amend Order No. 019-09 regarding the authority of the President/General Manager to implement emergency procedures as presented; second by Director Campbell

**VOTE:**

**Ayes:** Chairman Tough  
Vice Chairman Matthews  
Secretary Hunter

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Treasurer Robb  
Director Blair  
Director Campbell  
Director Hausman

**Nays:** None

**Abstentions:** None

**Absent:** None

**ACTION:** Motion passed unanimously (7-0).

**The Executive Summary and Emergency Declaration for this item are attached hereto as Exhibits "K" and "L", respectively.**

**RECEIVE, CONSIDER AND ACT UPON APPROVAL OF AN AGREEMENT REGARDING WATERWAY SQUARE FOUNTAIN SONG PROGRAMMING;**

Don Norrell provided a summary of this item as outlined in an Executive Summary. Mr. Norrell informed the Board that the current cost per song, at \$6,500, is prohibitive, but REDE Solutions Inc. submitted a proposal that would significantly reduce the cost to \$2,866 if a long-term agreement with the Township could be reached. Additionally, The Woodlands Convention & Visitors Bureau would like to create an event series focused around the new songs at the Waterway Fountains. Following Mr. Norrell's presentation, the Chair called for a motion and second on this item. Board discussion followed.

**MOTION:** Motion by Treasurer Robb to approve the proposal with REDE Solutions, Inc. for programming 10 songs per year for three years for the Fountains at Waterway Square and authorize the President/General Manager to sign a three year agreement in connection therewith; second by Vice Chairman Matthews

**VOTE:**       **Ayes:** Chairman Tough  
                      Vice Chairman Matthews  
                      Treasurer Robb  
                      Director Blair

**Nays:** Secretary Hunter  
                      Director Campbell  
                      Director Hausman

**Abstentions:** None

**Absent:** None

**ACTION:** Motion passed (4-3).

**The Executive Summary for this item is attached hereto as Exhibit "M".**

**RECEIVE, CONSIDER AND ACT UPON ELECTION ISSUES RELATED TO SENATE BILL 100;**

Karen Dempsey provided a summary of this item as outlined in an Executive Summary. Ms. Dempsey also provided a cost analysis, as requested by the Board at their September 15, 2011 Board Workshop meeting, on holding the Board of Directors election in May compared to November. The cost analysis indicated that it would be less expensive to hold elections in May versus November. Following Ms. Dempsey's presentation, the Chair called for a motion and second on this item. Board discussion followed.

**MOTION:** Motion by Director Hausman to hold the Board of Directors election in November for the upcoming year; second by Director Campbell

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During Board discussion, it was noted that a decision on this item did not need to be made until December 20, 2012. In light of this information and due to concerns expressed by several Board members, the following motion and second was made:

**MOTION:** Motion by Treasurer Robb to table this item; second by Secretary Hunter

**VOTE:**       **Ayes:** Chairman Tough  
                      Vice Chairman Matthews  
                      Secretary Hunter  
                      Treasurer Robb  
                      Director Blair

**Nays:** Director Campbell  
                              Director Hausman

**Abstentions:** None

**Absent:** None

**ACTION:** Motion passed (5-2).

**Two Executive Summaries related to this item are attached hereto collectively as Exhibit "N".**

**RECEIVE, CONSIDER AND ACT UPON APPROVAL OF EDUCATION OPPORTUNITIES FOR BOARD MEMBERS:**

Don Norrell provided a summary of this item as outlined in an Executive Summary. Secretary Hunter had requested funding to attend the Association of Water Board Directors (AWBD) meeting in Dallas. Mr. Norrell commented that participation at the AWBD meeting falls outside the typical educational and training opportunities for Board members. Following Mr. Norrell's presentation, the following motion and second was made. Board discussion followed.

**MOTION:** Motion by Director Campbell to not approve the expense related to attendance at the AWBD meeting in Dallas; second by Vice Chairman Matthews

**VOTE:**       **Ayes:** Vice Chairman Matthews  
                      Treasurer Robb  
                      Director Blair  
                      Director Campbell  
                      Director Hausman

**Nays:** Secretary Hunter

**Abstentions:** Chairman Tough

**Absent:** None

**ACTION:** Motion passed (5-1).

**The Executive Summary for this item is attached hereto as Exhibit "O".**

**RECEIVE, CONSIDER AND ACT UPON A PROJECT CHANGE FOR 2801 TECHNOLOGY FOREST BOULEVARD:**

Don Norrell provided a summary of this item as outlined in an Executive Summary. Mr. Norrell commented that four of the rooftop HVAC units for the office building need to be replaced. As there was no need for further Board discussion on this item, the following motion and second was made.

**MOTION:** Motion by Director Hausman to approve the project change (replacement of four HVAC units) for the 2801 Technology Forest Boulevard office facility as presented; second by Director Campbell

**VOTE:**       **Ayes:** Chairman Tough  
                      Vice Chairman Matthews

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Secretary Hunter  
Treasurer Robb  
Director Blair  
Director Campbell  
Director Hausman

**Nays:** None  
**Abstentions:** None  
**Absent:** None

**ACTION:** Motion passed (7-0).

The Executive Summary for this item is attached hereto as Exhibit "P".

**CLOSED MEETING (IF APPLICABLE):**

**RECESS TO EXECUTIVE SESSION TO DISCUSS MATTERS RELATING TO REAL PROPERTY PURSUANT TO §551.072, TEXAS GOVERNMENT CODE; DELIBERATION OF ECONOMIC DEVELOPMENT NEGOTIATIONS PURSUANT TO §551.087, DISCUSS PERSONNEL MATTERS PURSUANT TO §551.074; TEXAS GOVERNMENT CODE, AND TO CONSULT WITH THE WOODLANDS TOWNSHIP'S ATTORNEY CONCERNING PENDING LITIGATION PURSUANT TO §551.071. TEXAS GOVERNMENT CODE;**

Chairman Tough announced that there was no need for Executive Session.

**DISCUSS FUTURE AGENDA/ANNOUNCEMENT**

**CONSIDERATION OF ITEMS TO BE PLACED ON THE AGENDA FOR NEXT MONTH'S MEETING:**

- **Director Hausman**-requested information on noise abatement for residents on the Cove and other areas
- **Treasurer Robb**-requested a report on who owns Public Art in The Woodlands; would like staff to take attendance at both Board meetings
- **Director Campbell**-requested information on the expansion of Woodlands Parkway
- **Vice Chairman Matthews**-would like staff and the Board to look at ways to more efficiently operate Board meetings

**BOARD ANNOUNCEMENTS:**

- None

**PUBLIC COMMENT; AND**

The following members of the public addressed the Board:

- **Amy Lecocq, President of Indian Springs VA**-announced that "Taste of the Village" will be held October 22, 2011 from 12-4 p.m.
- **Anthony Fasone**-thanked the Parks department for their assistance at Sterling Ridge's barbeque event

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**ADJOURNMENT:**

As there was no further business to discuss, Chairman Tough called for a motion and second to adjourn the meeting at 8:37 p.m.

**MOTION:** Motion by Treasurer Robb to adjourn; second by Director Hausman

**VOTE:**       **Ayes:** Chairman Tough  
                    Vice Chairman Matthews  
                    Secretary Hunter  
                    Treasurer Robb  
                    Director Blair  
                    Director Campbell  
                    Director Hausman

**Nays:** None

**Abstentions:** None

**Absent:** None

**ACTION:** Motion passed unanimously (7-0).



  
\_\_\_\_\_  
Claude Hunter  
Secretary, Board of Directors

**EXHIBIT OMISSIONS\***

EXHIBIT "A"	EXHIBIT "I"
EXHIBIT "B"	EXHIBIT "J"
EXHIBIT "C"	EXHIBIT "K"
EXHIBIT "D"	EXHIBIT "L"
EXHIBIT "E"	EXHIBIT "M"
EXHIBIT "F"	EXHIBIT "N"
EXHIBIT "G"	EXHIBIT "O"
EXHIBIT "H"	EXHIBIT "P"

**\*To view Exhibits, please contact the Records Management Analyst at 281-210-3800.**